



City of Freeport
REGULAR COUNCIL MEETING
6:00 p.m./Council Chambers/Freeport City Hall
February 23, 2017 Minutes

I. Meeting Opened

The February 23, 2017 Regular Council Meeting was called to order at 6:00 PM by Mayor Russ Barley. The meeting was held in City Council Chambers of Freeport City Hall.

Council members present: Mayor Russ Barley, Councilwoman Kasey Cuchens, Councilwoman Janice McLean, Councilwoman Elizabeth Brannon, and Councilwoman Jennifer Laird

Council members absent: Councilman Eddie Farris

Staff present: City Clerk Podraza, City Attorney Clay Adkinson, Parks Director Dana Weiler, Sewer Supervisor Robert Fawcett, Finance Officer Sara Bowers, Billing Supervisor Jennifer Douglas, Sewer Crew Leader Addison Parker, City Engineer Cliff Knauer, and City Planner Latilda Hughes-Neel.

II. Invocation and Pledge of Allegiance

The invocation was given by Councilwoman Cuchens, followed by the Pledge of Allegiance to the American Flag.

III. Recognition of Guests: Nancy Simpler and Shari Kayne with the Walton County Special Olympics. Nancy approached the podium and introduced some of the athletes participating in this year's Special Olympics Games and thanked the Council for the use of the Sports Complex. Shari Kayne also thanked the Council on behalf of the Florida Special Olympics. These programs could not be possible without the support of local cities and towns.

IV. Consideration of Additions/~~Deletions~~ to Agenda

1. Additions

- Posting of Meetings on Marquee and Mayor's Facebook
- On-Line Recordings of Council Meetings
- Sewer Grinder Pumps

2. ~~Deletions~~

- Street Lights & 3 Way Stop on Blue Ridge Park Way
- Street lights on Blue Ridge Parkway
- Multi-Modal Master plan

The City of Freeport may take action on any matter during this meeting, including items that are not set forth within this agenda.

In accordance with Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this meeting should contact the City Clerk's office at 850-835-2822 by 5:00 p.m. on the day prior to the meeting.

No verbatim record by a certified court reporter is made of these proceedings. Accordingly, any person who may seek to appeal any decision involving the matters noticed herein will be responsible for making a verbatim record of the testimony and evidence at these proceedings upon which any appeal is to be based (see Section 286.0105, Florida Statutes).



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V. Approval of Agenda with Additions/~~Deletions~~

Council Action: Councilwoman McLean made a motion to approve the Agenda with specified Additions and ~~Deletions~~ as presented. Councilwoman Cuchens seconded the motion. All ayes; motion carried.

VI. Public Comment on Consent Agenda: None

VII. Approval of Consent Agenda

- February 2, 2017 Special Council Meeting Minutes
- February 14, 2017 Regular Council Meeting Minutes
- Pay all Bills in Order

Council Action: Councilwoman Cuchens made a motion to approve the Consent Agenda as presented. Councilwoman Laird seconded the motion. All ayes; motion carried.

VIII. Staff Reports

A. City Clerk Matters

1. Copy Machine Contract Recommendation

Council Action: Councilwoman Cuchens made a motion to accept CPC Office Technologies Bid for two (2) Ricoh MPC3504SPF Copy Machines at \$120.00 rental fee per month each and one (1) LexMark Copier/Scanner for the Clerk's Office at no additional monthly cost; color copies will be charged at .049 per copy and black and white copies at .0055 per copy. Councilwoman Laird seconded the motion. All ayes; motion carried.

B. Planning & Zoning Department

1. Planning Board Member Replacement

Council Action: Councilwoman Brannon made a motion to appoint Gary Adams to the Planning Board, replacing Delores Walvatne. Councilwoman McLean seconded the motion. All ayes; motion carried.

2. Appointment to Recreation Board

Council Action: Councilwoman Laird made a motion to appoint Trent Demagio to the Recreation

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Board. Councilwoman Cuchens seconded the motion. All ayes; motion carried.

3. Posting Meetings on Marque and Mayor's Facebook

- City Planner Latilda Hughes-Neel informed the Council and those present that there is now a form available to request that meeting notices be posted on the Electronic Marque out in front of City Hall and on the Mayor's Facebook Page.

C. Legal Matters

1. Resolution to Support access to BP Oil Spill Funds by Rural Inland Counties and Communities in Northwest Florida.

No Action Taken

D. Engineering

1. City Engineer Cliff Knauer presented the Engineering Updates Report
 - 331 Water Main Project DOT Permits have been received. DEP permits should be coming within the next week and Engineering is ready to advertise.

Council Action: Councilwoman Cuchens made a motion to approve Engineering to go forward with the formal bid process for the 331 Water Main Project. Councilwoman McLean seconded the motion. All ayes; motion carried.

- The Municipal Small County Outreach Program (SCOP) is a grant from the Department of Transportation (DOT). The grant allows for widening and resurfacing existing paved roads, allows for improvements to repair bridges, and new road construction of eligible dirt roads in existence prior to 1995. Council was asked to provide suggestions for projects to be evaluated by Engineering for submittal. Four Mile Road, Polk Street and Robinwood are the three projects that City Engineer Knauer recommended would score the highest for approval of SCOP Grant funds.

Council Action: Councilwoman Cuchens made a motion to approve two (2) projects to be submitted by Dewberry Preble-Rish for SCOP Grant Funds in the following order of priority:

1. Four Mile Road
2. Robinwood

Councilwoman Laird seconded the motion. All ayes; motion carried.

- DEP has approved an extension of the timeline for the remaining \$34,950.00 of SRF Grant Funds from the Force Main Project. Engineering recommends these funds be used for the Fluffy Landing Project.

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Council Action: Councilwoman McLean made a motion to approve the Fluffy Landing water and sewer project at a total cost of \$125,920.00, less \$34,950.00 remaining from the SRF Grant Funds for a cost to the City of Freeport in the amount of \$90,970.00, subject to legal approval of a letter from Dewberry Preble-Rish, verifying the project qualifies for the use of City Impact Fees. Councilwoman Cuchens seconded the motion. All ayes; motion carried.

E. Water Department: None

F. Sewer Department

1. Councilwoman McLean

- Councilwoman McLean discussed the Brandon Oaks septic issues.

Council Action: Councilwoman McLean requested approval for the City Attorney's office to draft a letter to Walton County, stating that the City of Freeport declines taking on the Brandon Oaks Sewer to Septic project. Councilwoman Brannon seconded the motion. All ayes; motion carried.

G. Parks Department: None

IX. Old Business: None

X. New Business

A. Mayor Russ Barley: None

B. Councilwoman Brannon

1. Legislative Matters

- The Florida League of Cities will be hosting Legislative Action Days in Tallahassee on March 21, 2017.

- On-Line Recordings of Council Meetings.

Councilwoman Brannon informed the Council that the recorder was left on at the last Regular Council Meeting held on February 14, 2017 and side conversations after the meeting were recorded.

C. Councilwoman Cuchens: None

D. Councilwoman McLean

1. Recap of Agenda Pending Items

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- Attorney Adkinson reviewed updated the Council on the items listed under City Attorney on the pending list.

2. Grinder Pumps

- Councilwoman McLean reviewed the bids she requested and received for Sewer Grinder Pumps. Council discussion ensued.

No Action Taken

E. Councilman Farris

- ~~1. 3 Way Stop on Blue Ridge Park Way~~
- ~~2. Street lights on Blue Ridge parkway~~
- ~~3. Multi Modal master Plan~~

F. Councilwoman Laird: None

X1. Public Comment

1. Tim Ard approached the podium and requested approval for a new project at the Veterans Memorial. The project is to install a Purple Heart Stone which will be purchased with funds from a St Joe Fund Grant that was written by Tim Ard and applied for through the Town Planters which is now a 501-C3.

Council Action: Councilwoman Cuchens made a motion to approve the Purple Heart Stone Project at the Veterans Memorial as described. Councilwoman Brannon seconded the motion. All ayes; motion carried.

XII. Adjournment

Mayor Barley adjourned the meeting at 7:10 pm.

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FREEPORT CITY COUNCIL

Mayor

Council President

ATTEST:

City Clerk

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